

**Virginia Department of Historic Resources
Work Plan Implementing the Agency's Biennial Strategic Plan and
Statewide Comprehensive Preservation Plan
October 2002-September 2003**

Overview

Mission: Put Virginia's History to Work

The department commits itself to supporting the identification, stewardship, and use of Virginia's significant historic, architectural, archaeological, and cultural resources, especially to support a statewide vision for a healthy economy and community vitality as the Commonwealth moves toward its 400th anniversary in 2007.

Goal I: Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future

The department encourages, stimulates, and supports identification, evaluation, protection, preservation, and rehabilitation of the Commonwealth's significant historic, architectural, archaeological, and cultural resources.

Objectives:

- Empower individuals, organizations, and agencies at all levels to manage and use the full range of historic resources to benefit themselves and their communities
- Help communities, historic attractions, and educational institutions meet statewide and local goals and prepare for the quadricentennial commemoration of 2007
- Encourage and enable good stewardship of historic properties owned by state and federal agencies
- Strengthen statewide archaeological survey, research, and protection
- Promote use of Civil War battlefields as community, educational, and tourism resources and as models for entrepreneurial preservation options
- Enhance the public benefit of restoration, education, and operation projects as provided for in grants made by the General Assembly
- Improve coverage of parts of the state where department services are stretched thin
- Increase the public benefit of historic resources and agency programs

Goal II: Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth

The department maintains a permanent record of those resources, and makes records and artifacts accessible to support historic preservation, education, and sound decision-making.

Objectives:

- Enhance the accessibility of historic property records both on-site and online while maintaining a high level of care and security
- Maximize the care and public benefits of the approximately six million objects curated in the department's archaeological collections
- Manage and add to agency archives, library, and archaeological collections to enable agency staff and constituents to accomplish objectives in Goals I & III

Goal III: Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work

The department fosters appreciation of these resources among the citizens of the Commonwealth. People cannot make sound preservation decisions unless they know about the resources and fully understand their importance and how to use them.

Objectives:

- Increase communities' knowledge of their historic assets and how to use them for greater economic, educational, tourism and civic benefits
- Maximize accessibility of information on historic resources, preservation benefits and tools, and DHR programs and services
- Improve outreach to students, their teachers, and their families to meet the required Standards of Learning by "Teaching With Historic Places"

Last year, in addition to carrying out the basic strategies of surveying and registering historic properties, reviewing state and federal undertakings for their effect on historic properties, certifying historic rehabilitation tax credit projects, documenting threatened archaeological sites, accepting and monitoring historic preservation easement, placing historical highway markers, monitoring grants, and providing educational, training opportunities and other technical assistance, DHR accomplished several long-term objectives:

- Rolling out the long awaited on-line historic resources inventory data-sharing system (DSS) that puts tabular and mapping information on 150,000 historic properties literally at the fingertips of licensed consultants and state, federal and local planners and decision makers.
- Opening *History's Mysteries: The History Discovery Lab* exhibit (housed at the Virginia Historical Society) showing visitor's how we learn about our roots from researching old buildings, digging archaeological sites both on land and under water, and analyzing artifacts in the lab. A touch-screen display also shows visitors that history is literally all around us featuring sample registered historic places in county and city around the state.

For the 2002-2003 cycle, the Department is also undertaking four targeted initiatives in support of these goals: Training and Outreach, Stewardship of State-Owned Historic Properties, Honoring Virginia's Diversity, and Streamlining Review Processes. In essence these initiatives implement Goals I and III (Sustaining preservation efforts and getting the word out about the

value, benefits and tools for historic preservation). This year's plan is organized in two parts: one focusing on the initiatives and the other summarizing the basic commitments to mandated activities. While this is presented in the form of the agency's annual work plan, the activities in the first portion of the plan actually represent multi-year targets some of which will be completed in the first year, others of which will be initiated in the first year, but will not reach completion until 2004 and 2005. All are contingent on availability of staff and funds and in some cases on the collaboration of other agencies and organizations.

2002/2003 Action Plan

Part I Targeted Initiatives:

Initiative #1 Goals I&III Provide Leadership and Tools, and Foster Cooperation for Environmental Stewardship

Objective: Increase the number of people trained in statutory requirements for historic resources and/or available preservation tools to support community goals.

- Measure: Number of participants in targeted training efforts
- Targets: 1500 ('03), 2000 ('04), 2000 ('05)

Strategies:

Conduct workshops on key topics for specific target audiences.

- Workshops for managers of state-owned historic properties (DGS and other land management agencies) and of state-owned colleges & universities—include topics on legal mandates, preservation principles and tools, and how to do historic integrity assessments
- 4 regional workshops on organizational tools and how to do strategic planning for community leaders of not-for-profit preservation/heritage groups—in partnership with the National Trust for Historic Preservation and the Preservation Alliance of Virginia
- Tools for Local Governments—track at 2002 PAV conference
- Dealing with archaeological sites as part of historic preservation—track at 2002 PAV conference
- Legal Issues in Dealing With Old and Abandoned Cemeteries—Session at 2002 PAV Conference
- ABCs of preservation for new local ARB members—session at 2002 PAV Conference
- Networking for advocacy workshops—4 workshops in spring of 2003 4 workshops in fall of 2003—with PAV
- Improving local government's understanding / sensitivity re archaeology—2 regional training workshops through CLG program
- Introduction to DHR training initiative. New tools for the toolbox campaign. Promote attendance at fall organizational development workshops and spring advocacy workshops
- Taking Care of the Commonwealth's Historic Riches--1 day conference for state agency managers – Time Crime – primer on 106 – dealing with archaeological sites – permit

processes – hooks and strings re federal funding – land management agencies – starting with Natural Resource Agencies – set up as training program that we can roll-out and repeat to other land management agencies

- Historic rehab tax credit basics—how to save buildings and make money too—for real estate professionals, bankers, accountants (5-8 workshops annually-- Petersburg, Shenandoah County, Norfolk, Bristol, Roanoke City, and Danville targeted in 2002/2003)
- Combined DSS/106 workshop – how to do 106 now that you’ve got DSS (Corps of Engineers; DEQ, HUD, DGIF, Rural Development)
- DSS Training – How to Get the Data Out for Local Planning Purposes—for PDCs, local planning offices, GIS staff at local level
- DSS Training – How to Get the Data Out and Use it for Land Management Decisions (up to 10 sessions annually)
- Time Crime: How and Why to Investigate Theft of and Vandalism to Cemeteries and Historic Properties—workshops for State and local police; state agency enforcement officers; land managers; archaeologists; local planners, etc.—with DCJS
- Organize a session, make a single presentation, or man a booth at the annual conference of the Virginia Planning Association on preservation planning, DSS and the Certified Local Government program
- Benefits and Tools of Preservation—organize plenary session, make single presentation or man a booth at the annual downtown development association. Partner with Virginia Main Street program
- Benefits and Tools of Preservation—session, presentation or booth at VACO and VML meetings for local boards of supervisors, county managers, staff
- Benefits and Tools of Preservation--Cosponsor 2003 annual PAV preservation conference; organize one or more sessions to address agency priority themes (tools/diversity/education) Field trips will highlight preservation in the minority community
- Training for CLGs/ARBs/ Local Government staff—track at September 2003 PAV Conference in Norfolk
- Conduct Workshops on implementing programmatic agreements
--Target agencies: HUD, RD, DGIF, COE/Regulatory/DEQ (2002), RD, COE/Regulatory/DEQ, COE/FUDS (2003)
- Hold the "Doctor is In" Session at a regional office every month where local governments, PDCs, consultants have the opportunity to bring projects to a regional office for immediate review/advice

Develop New “Tools” – publications, guidebooks, etc. and distribute both through workshops (see above), events, and targeted mailings:

- Develop easement owners guide book and tool kit; distribute via targeted mailing to all owners of easement properties; use to advise new owners
- Develop and place on web site “How to Assess Visual Effect guidance document, combine with other topics in 106 and related training sessions
- Develop brochure promoting marker program and instructing in how to get a marker approved and placed

- Develop brochure/booklet providing an overview conservation programs under SNR agencies
- Develop PowerPoint presentations on Tax Credits, and Intro to DHR and other topics for use in training sessions

Promote and distribute available technical information/promote use of web site:

- Distribute DHR Tourism Handbook--Use the Virginia Tourism Corporation's "Marketing Tips" to announce the availability of 900 copies with link to DHR web site to place orders; Distribute through regional offices and through 2007 Foundation.

Objective: Increase the number of people informed by environmental education efforts designed to foster a greater understanding and appreciation of historic resources.

- Measure: Number of participants in DHR sponsored/co-sponsored environmental education programs
- Targets: 1500 ('03), 2000 ('04), 2000 ('05)

Strategies:

Develop new educational tools (guidebooks, lesson plans, activities):

- Solving History's Mysteries – Teacher's Guide with VHS
- African-American Archaeology Resource Kit with COVA
- Updated prehistory ARK with new teaching aids that focus on women and children related artifacts and activities
- Design lesson plan(s) teaching targeted SOLs using historic highway markers

Use DHR/VHS Virginia History Center for educational activities:

- Solving History's Mysteries Hands-on Exhibit
- What Comes After the Dig tour and lectures for the Richmond Children's Museum Archaeology Camp
- Conservation Workshop for ASV/COVA/DHR archaeological certification participants
- MOB Teacher's Workshops – Lewis and Clark theme—collaborative training sessions held by MOB member organizations
- Chesapeake culture project--work with interstate research coalition to interpret the "Chesapeake Culture" and develop educational materials/events
- Explore doing more teacher's workshops with VHS—target Teaching with Historic Places themes

Deliver educational materials through exhibits, workshops, field schools, targeted conferences, etc.):

- Teaching With Historic Places Workshop at 2002 PAV Conference
- Virginia Archaeology Month

- Archaeology Education Exhibit at Museum Interpreters' Conference
- Environmental Education Fair at Wintergreen
- Excavation and education programs at Werowicomico
- Fort Christanna Field Schools
- Exhibit at Virginia State Fair
- Exhibit at Virginia Conservation Network Conference
- Exhibit/hands-on activities at Henricus Public Day
- Four-day field school for ASV Nansemond Chapter archaeological certification program participants.

Stimulate history and archaeology based environmental education in Virginia's state parks, wildlife, and recreation centers:

- ARKs in the Parks—educational programming in state parks based on combination of ARKs and Solving History's Mysteries
- Interpreted Archaeology in wildlife areas—Nanzatico, Phelps, Chickahominy—with DGIF and Mary Washington College

Develop educational potential of web site:

- Design and roll out 2-4 virtual tours, lesson plans, etc. to DHR web site—target 2003 –
--adapt at least one activity from the ARK to on-line use
--adapt historic highway marker lesson plan to be developed above for on-line use
--locate and add links to selected educational sites already developed by other organizations
--locate lesson plans formerly on VHS website and place on the DHR education page

Get the word out (publications, targeted mailings):

- Targeted mailings (1-2 per year) announcing web-based educational products
- Use Department of Education web site and weekly letter to local school systems to announce ARKs, learning tools on the web, workshops, etc.

Promote/require educational elements of DHR funded or administered grants:

- Encourage/require educational products for CLG and Cost Share projects
- Require historic preservation and nonstate grant recipients to report on visitation

Initiative #2 Goal I Improve stewardship of the historic landmarks owned by state agencies and by state colleges and universities

Objective: Conduct condition assessments of state-owned historic properties to evaluate their preservation potential.

- **Measure:** Number of state-owned historic properties assessed for condition

- **Targets: '03 (30), '04 (30), '05 (30)**

Strategies:

Develop a form that would constitute an “assessment” for our preservation issues

- Collect and collate existing information and guidance from NPS, DGS, and other relevant sources. Work also with appropriate organizations such as AARB and state university architectural schools for expertise and guidance. Test draft on buildings with recent assessments done to verify accuracy.

Train managers of state-owned buildings and facilities staff, consultants, architectural students and others expected to use the form

- Conduct training sessions at various locations around state, DHR headquarters, and regional offices for applicable participants. Number of expected participants: 15-30 per session.

Objective: Register state-owned historic properties and archaeological sites to the Virginia Landmarks Register/National Register

- Measure: Number of state-owned buildings registered
- Targets: '03 (10), '04 (10), '05 (10)

Strategies:

Prepare register nominations for state-owned historic properties and encourage those agencies with the appropriate staff to do so as well (e.g. VDOT, state universities and colleges)

- Develop a list of historic buildings and archaeological sites that are most visible to the public and are most endangered (e.g. 8th Street Office Building, Front Royal Fish Hatchery, Old Library).
- Coordinate with Jim Roberts at DGS for subject ideas and access to buildings.
- Assign DHR staff and encourage other agencies with CRM staff, such as VDOT, to write nominations.
- Involve preservation/architecture classes at state universities (e.g. Virginia Tech, U.Va., Mary Washington College).
- Approach consultants to see if interested in doing pro bono work. Promote listing as a mitigation measure for MOAs.

Objective: Place state-owned historic buildings/archaeological sites under treatment or management plans

- Measure: Number of state-owned buildings/archaeological sites under treatment or management plans
- Targets: '03 (2), '04 (2), '05 (2)

Strategies:

Develop treatment management plans for those state-owned buildings and archaeological sites most endangered and visible to the public

- Identify list of endangered state-owned buildings and archaeological sites
 - Identify State agency master plans that reference historic resources and their conditions/treatments.
 - Review the recommendations of the 1988 Governor's Study Commission on Historic Preservation for recommendations related to state-owned property.
 - Examine recent feasibility studies and condition assessments in our archives and at state agencies for state-owned buildings.
 - Review Records of Bureau of Capital Outlay management to know who has gotten capital outlay money.
- Contact target state agencies and negotiate treatment plans for at least 2 properties each year for the next three years.

Initiative #3 Goals I & III Reflect and Serve the Diversity of Virginia

Objective: Increase official public recognition and public awareness of historic places representing Virginia's rich and diverse historic heritage

- Measures:
 - Number of historic properties listed as Virginia Historic Landmarks that recognize persons or events associated with diversity themes
 - Target: 8 (2003), 12 (2004), 12 (2005)
 - Numbers of Historical Highway Markers placed on Virginia's highways that address diversity themes
 - Target: 10 (2003), 15 (2004), 15 (2005)
 - Number of participants/audience reached by diversity in history educational programs (overlaps with Initiative #1B)
 - Target: 500 (2003), 1000 (2004), 1500 (2005)

Strategies:

Increase the number of historic properties listed as Virginia Historic Landmarks that recognize persons or events associated with diversity themes

- Develop a list of known places associated with African-American, Native American and Women's history themes—use this list to prioritize in-house nominations and promote nominations by state/federal agencies through 106, contacts with potential partner groups and encouraging volunteered nominations by property owners, consultants and community groups
- Prepare 2-5 diversity theme nominations in-house annually

--Multiple property form and one individual nomination for Rosenwald schools targeted for 2003

- Make diversity a thematic priority for CLG and S&P program projects

Increase numbers of Historical Highway Markers placed on Virginia's highways that address diversity themes

- Identify specific diversity events, people, places and topics that would meet the criteria for a historical highway marker. Examples of such topics include:
 - Carl Martin, an early African American Blues Pioneer in Big Stone Gap (his birthplace) and other African-American and women blues musicians (potential partner--James River Blues Society),
 - K'hal Kadosh Beth Shalom in Richmond, one of first Jewish congregations established in the United States.
- Use this list to encourage markers from private organizations, and through state and federal projects reviewed by DHR.
- Locate potential partner groups to assist in sponsoring and paying for new historical markers. Research and write 2-5 markers each year to be produced by partner groups.
- Apply to VDOT for TEA-21 funding in 2003 to pay for the erection 100 new markers that focus on African-American, Native American and women related themes and pay for the historical highway marker program manager position.
- Finalize diversity theme markers proposed by private sponsors (Little England Chapel, Pleasants v. Pleasants, Occahannock, Donelson's Indian Line).
- Complete replacement of the 9 missing, damaged and outdated markers with a direct or indirect diversity theme targeted in current TEA-21 funding cycle.
- Support and assist the regional coalition creating a Civil Rights in Education Heritage Trail—41 signs in Amelia County, Appomattox County, Brunswick County, Buckingham County, Charlotte County, Chesterfield County, City of Petersburg, Cumberland County, Dinwiddie County Halifax County, Lunenburg County, Mecklenburg County, Nottoway County, and Prince Edward County.

Emphasize Diversity in DHR Educational Offerings

- Develop new educational tools (guidebooks, lesson plans, activities):
 - African-American Archaeology Resource Kit—in partnerships with COVA
 - Update prehistory ARK to reflect artifacts and activities associated with women and children
 - Design diversity lesson plan(s) teaching targeted SOLs using historic highway markers
- Feature diversity themes in educational materials, exhibits, workshops, field schools, targeted conferences, etc.)
 - Virginia Archaeology Month—African-American Archaeology Theme in 2004
 - Excavation and education programs at Werowicomico
 - Fort Christanna Field Schools
 - Classroom/museum lectures on Civil War from a woman's perspective
 - DHR staff will attend all feasible marker and register dedications recognizing sites with diversity themes.

- Incorporate diversity theme in history and archaeology based environmental education in Virginia's state parks, wildlife, and recreation centers:
 - ARKs in the Parks (see 1B) (African-American/Native American/Women)
 - Interpreted Archaeology at Nanzatico – Native American—in partnership with DGIF and Mary Washington College
 - Interpreted Archaeology at Chickahominy
- Feature diversity preservation topics in publications and web site:
 - Major diversity articles in *Notes on Virginia*
 - Diversity articles to be featured in every newsletter issue
 - Educational Products for Web site—ensure that at least one activity added to the web site each year has a distinct diversity focus
 - Identify educational activities appropriate to diversity in preservation themes on other web sites and add links to DHR web site educational section.
 - Highlight diversity themes in future publication on historical highway markers including the next edition of the *A Guidebook to Virginia's Historical Highway Markers* (between 2003-2007) and provide subject indexes that identify topics by diversity related themes (e.g., African American History, Women's history)

Initiative #4 Goal I Provide Outstanding Environmental Review Services

Objective: Improve timeliness of response to requests for cultural resource reviews

- Measure: Percent of review responses that meet 30-day deadline

Strategies:

Use Technology to Improve the Efficiency of the Project Review Database as a Tracking Mechanism.

- Improve use of existing data base (2002)
 - Provide review of logging in and out procedures to staff on a regular basis
 - Prepare a manual of project review procedures to ensure consistency
 - Make use of the existing data base functions to alert reviewers to impending deadlines
 - Establish quality control measures
 - Provide reports on progress to reviewers on a regular basis
- Move towards electronic submittals and responses as both time and cost effective
 - Agencies presently using electronic submittals: Forest service interim reports; DMME emergency projects are now submitted this way
 - Review staff will make requests for additional information by e-mail or by fax
 - Discuss with agencies whether electronic responses for “no historic properties affected” and simple “no adverse effects” is acceptable
 - Send hard copy of response to federal agency official only—copies to be sent electronically or by fax

Improve the tools with which we do business to ensure that consultation is efficient and meaningful.

- Revise forms for checklists and responses that better explain the 106 process
- Create a library of agencies with a duplicate file for each agency in lead reviewer's office and at reviewer's home

Objective: Streamline procedures for state and federal projects reviewed

- Measure: Number of agency-specific operating protocols, programmatic agreements and categorical exclusions established to streamline the review process

Strategies:

***Improve the efficiency of the review process by eliminating unnecessary reviews
Programmatic Agreements, review protocols and categorical exclusions:***

- Establishment of agreements with protocols/exclusions targeted for:
 - Rural Development, Federal Emergency Management Agency, United States Fish & Wildlife Service /Department of Game and Inland Fisheries, Corps of Engineers, Regulatory (revision), Corps of Engineers (Regulatory)/DEQ for State Program General Permits, Corps of Engineers, (FUDS program), Marine Corps/Quantico, Army/Fort Pickett, Office of Surface Mining/Department of Mines, Minerals and Energy, Housing and Urban Development /Arlington County, Housing and Urban Development /City of Richmond (revision), HUD, George Washington Memorial Parkway, Department of Environmental Quality/Department of Health (EPA delegated waste and water revolving loan funds), Virginia Tech, University of Virginia,

Part II Basic Commitments

Survey and Inventory

Fulfill state/local survey partnership by increasing historic resource database by 2% in the coming year – 2000 architectural resources and 800 archaeological sites through a combination of state funded state/local survey & planning projects and surveys conducted pursuant to Section 106 review. **(Goal I)**

Architectural Survey	2000 properties added to inventory
Acreage (reconnaissance)	20,000
Acreage (intensive)	200
Archaeological Survey	800 Properties
Acreage (reconnaissance)	75
Acreage (intensive)	200
Survey Projects	

Presentations/Workshops	
Survey Reports	
Archaeological Reports	

Regional office staff, in coordination with PRPO and RID will monitor and bring to completion by October 2003 (unless otherwise noted in contract) the following projects:

- CRPO: Scottsville (publication based on revised Scottsville Historic District nomination); Boydton/Clarksville (publication); Lunenburg (county architectural survey).Goochland (county architectural survey)
- PRPO: Norfolk (2 district architectural surveys); Suffolk (district architectural survey)
- RRPO: Russell County (architectural survey); Grayson (architectural survey); Danville (North Danville Historic District architectural survey); will seek to secure funding for a survey report on the Rockbridge County volunteer architectural survey
- WRPO: Prince William County (cultural resources master plan, Rippon Lodge); Rappahannock County (architectural survey). Front Royal (survey and register nomination); Loudoun County (Architectural Survey, African-American Architectural Survey) (S)

DHR will seek out partners from local governments and PDCs for priority projects (based on statewide survey priorities identified in 2001-2002, Virginia 2007 themes, and local/regional needs identified by locality and regional advisory committees); develop contracts, and secure professional consulting services to carry out projects into 2003-2004.(**Goal I**)

RID in consultation with R&C and regional offices will identify thematic and regional survey gaps (on biennial cycle) using technology associated with the new resource database management program. (**Goal I**)

Regional offices will conduct limited surveys and field testing to promote professional interest in larger theme studies of significant resources as follows: (**Goal I**)

- CRPO: Will oversee archaeological testing at Conjuror's Neck(Kennon House), Colonial Heights, for investigation of 17th and 18th century plantation remains on site; and will complete analysis of field testing at Aberdeen in Prince George County and at the site of the Golden Ball Tavern in Petersburg (collaborative project between the Historic Petersburg Foundation, DHR, ASV and the City of Petersburg.)
- PRPO: Will conduct a demonstration archaeological field project as part of Virginia Archaeology Month to promote archaeological site stewardship and survey.
- RRPO: will conduct archaeological excavations, architectural recordation, and archival research on the nineteenth-century enslaved and postbellum tenant community at Oak Hills, Pittsylvania County.
- WRPO: Will conduct an archaeological investigation at the site of Fort Loudoun, an important French and Indian War fortification built under Colonel George Washington's command in Winchester.

Implement and continue enhancement of the historic resources inventory data sharing system (DSS) developed in partnership with VDOT over the past year (**Goal II**)

- Improve the reporting capabilities of DSS through a combination of staff training in Crystal Reports and consultant contracts
- Develop a revenue stream to support DSS through licenses
- Finish data-cleanup; bring data up-to-date and keep data current within one month

Virginia Landmarks Register/National Register of Historic Places

Manage the register process for an estimated 87 nominations to meet all state and federal legal requirements for nominations and board meetings. **(Goal I)**

Property Types	Projection
Districts-	20
Buildings-	60
Sites-	4
Structures-	1
Objects-	1
MPDs-	1

Anticipated nominations include (some may become final in the following annual cycle):

CRPO: Bowling Green Historic District; Prince George Court House Historic District; Butterwood Church & Pickett Cemeteries, Dinwiddie; Stony Creek Plantation, Dinwiddie; Edgewood, Nelson County; Stanardsville Historic District, Greene; Rivermont Historic District, Lynchburg; and Oakwood/Chimborazo Historic District, City of Richmond.

PRPO: Balletine Place, Chesterfield Heights, and Park Place Historic Districts, Norfolk; West End Historic District, Suffolk.

RRPO: Wise County coal town nominations for Derby and Stonega; Danville, North Danville Historic District nomination

WRPO: Arlington County(4 historic districts and 5 PIFs); and technical assistance to sponsors of the following nominations: Middletown historic district nomination, Frederick County (Middletown Heritage Society,); Unison Historic District, Loudoun County (local citizens group); Alexandria African-American Multiple Properties Documentation (Historic Alexandria); Patsy Cline Multiple Properties Documentation (Shenandoah University and Warren Hofstra); Tauxmont Historic District NR Nomination, Fairfax County (neighborhood association);

Historic Rehabilitation Tax Credits

Increase private investment in rehabilitation of historic resources by an average 10% annually over the next five years (through 2004). Projections for 2000-2001: **(Goal I)**

	Federal	State
Part I Applications	100	125
Part II Applications	80	100
Part III Applications	50	60

Comprehensive Planning

Regional offices will provide planning services in support of regional and local planning efforts **(Goal I)**

- CRPO: NPS Petersburg National Battlefield (Revision of General Management Plan); Buckingham County (expansion of courthouse); Town of Mineral (historic district); City of Petersburg (heritage tourism, design guidelines)
- PRPO: Chesapeake Great Bridge Battlefield/Waterways Park Steering Committee (heritage tourism).
- RRPO: will work with Roanoke City Neighborhood Partnership on training in preservation awareness to promote historic designation and rehabilitation incentives for the Gainsboro Neighborhood.
- WRPO: Fauquier County (historic district nominations); Town of Shenandoah, Page County (historic district nomination); Town of Boyce, Clarke County (historic district nomination)

Review and Compliance

Review state and federal projects under environmental and preservation laws: **(Goal I)**

- Anticipated review/consultation caseload:

Type of Action	Federal Projection	State Projection
Additional Information Provided	400	25
Survey	50	5
Eligible	75	4
No Effect	1700	120
Not Eligible	150	6
No Adverse Effect	170	20
Conditional No Adverse Effect	100	N/A
Memorandum of Agreement	20	N/A
Programmatic Agreement	5	N?A
Technical Assistance	425	85
Adverse Effect	65	10

Review and/or issue and monitor state permits: **(Goal I)**

Permit type	Projection
Burial permits	7
State Lands (archaeology) permits	4
Cave Permits (reviewed)	2
Underwater Permits (reviewed)	6

Provide advice and support to joint long-range planning activities: **(Goal I/III)**

- NPS's Chesapeake Bay Gateways program(monthly steering committee meetings, program promotion, input on grant awards to Virginia gateways sites)

Certified Local Governments

DHR will manage the 2002-2003 CLG grants for successful closeout by September 30, 2003 **(Goal I)**

- CRPO: City of Richmond (Phase II Architectural Survey, and nomination for the Oakwood/Chimborazo Historic District).
- PRPO: City of Suffolk (Preparation of nomination for West End Historic District and reconnaissance level survey of 103 structures).
- RRPO: No projects in the region this year.
- WRPO: Town of Leesburg (early primary research and preparation of a walking tour brochure); Arlington County (preparation of 2 PIFs and national register nominations); Prince William County (Phase II/III Rippon Lodge archaeology survey).

CLG Coordinator will review priorities, solicit and appoint a team to review applications, and select projects for 2003-2004 awards. **(Goal I)**

CLG Coordinator will update files on all CLGs and evaluate the status of eight CLGs. **(Goal I)**

CLG Coordinator will assist the PAV in planning for training for CLG/ARB at the PAV Conference to be held in Norfolk in September 2003 **(Goal I)**

Promote program and make CLG promotion presentations on request. Targets include: **(Goal I)**

- CRPO: Chesterfield County
- PRPO: City of Norfolk; Gloucester County
- RRPO will continue to encourage CLG applications from Abingdon, Danville and Roanoke City.
- WRPO: Loudoun County; Spotsylvania; Town of Stephens City in Frederick County; Town of Front Royal in Warren County; and Fauquier County.

CLG Coordinator will work with Implementation Team to devise strategies to improve the program using the recommendations generated from the CLG Task Force, through 9/30/2003. **(Goal I)**

Other

Facilitate the voluntary donation of approximately 150 preservation easements for a total of 400 voluntary private easement donations by the 400th anniversary in 2007. **(Goal I)**

- PI with assistance from regional offices will negotiate and complete new historic easement documents for approximately 5 new easements from General Assembly Grant projects, 10 private owner donations, and 5 easements from other federal or state grants through September 2003.

Fulfill DHR's legal obligation to monitor each easement annually (both voluntary and mandatory donations) **(Goal I)**

- PI: Monitor an anticipated 100 resources under easement through formal inspections, drive-by inspections, and other contact with owners.
- PI will continue to refine the database of easement properties by filling in fields for data on easement inspections.
- PI will improve ongoing contact with easement property owners by developing a email distribution list.

Fill the "holes" in the Historic Highway Marker system by 2007 using a combination of TEA-21 and private or local funds. **(Goal I/III)**

- Prioritize and replace approximately 56 missing, damaged, and outdated markers using TEA-21 funding and will prepare approximately 35 new marker texts for approval by the HRB.
- Apply for further TEA-21 funding in 2003 to replace missing and outdated historical markers as well as erecting new markers that focus on African-American, Native American and women related themes and pay for the historical highway marker program manager position.
- Begin compiling information and investigate publishing opportunities for the next edition of *A Guidebook to Virginia's Historical Markers*.

Manage the state historic preservation grants program, providing information and technical assistance as required. **(Goal I)**

- Manage 40 state historic preservation grants.
- Regional offices will assist in monitoring the rehabilitation grants in their service on request.

Sponsor, in cooperation with other appropriate partners, statewide events, activities and programs that highlight Virginia's historic heritage and the benefits of historic preservation **(Goal III)**

- DHR working through its PRPO will assist the PAV in planning for 2003 PAV Conference in Norfolk
- Support the efforts of DHR's Regional Advisors to promote statewide observance of National Historic Preservation Week

Continue development of DHR web site for structure and content, including textual information and databases **(Goal III)**

- Place appropriate agency forms on the Web site to enable users to fill them out and send them in—Make as many forms as possible interactive by December 31, 2002.
- See Educational and Diversity Initiatives

Update, revise, reprint and distribute informational and advisory publications that DHR customers need to meet their preservation goals and to use DHR services, including **(Goal III)**

- Three quarterly published newsletters and 1 End of Year Report,
- The annual journal *Notes on Virginia*
- Archaeological reports as scheduled

- With the register team in an ongoing process, gather data and text for production of CD version of the *Virginia Landmarks Register*
- Press releases and promotional efforts to raise awareness of and encourage community involvement in Historic Preservation Week, Virginia Archaeology Month, highway marker listings, certified local government awards

The expanded DHR Archaeology Board, headed by the PRPO director, will meet monthly to review DHR archaeology program accomplishments during 2002/2003 and progress on recommendations provided by the 1999 Archaeology Commission report and continuing input from the archaeological community.

Continue active archaeological research and related services:

- PRPO will coordinate, with assistance from other regional office archaeologists, the Threatened Sites Program, minimally including the completion of **five** assessment/stabilization/excavation projects, specialized analysis/report preparation from **five** prior projects, and reinterment of human remains from **two** prior projects. DHR will consult with COVA and ASV in evaluating and ranking 2003-2004 proposals for Threatened Sites projects. Field offices will assist in evaluating proposals, prioritizing sites for funding, and provide volunteers with opportunities to contribute to DHR Threatened Sites archaeological projects. Regional office assignments for individual 2002-2003 threatened Sites projects include:
 - CRPO – Buckingham County Courthouse.
 - PRPO – Bay Creek Site, Magnolia Site, Chesapeake Culture, Mitchell Plantation Site, Mockhorn Island Site.
 - RRPO – Sawyer Site (multiple projects), Bonham Site, Buzzard Rock.
 - WRPO – Fort Colvin.
- CRPO will continue to develop and apply method of glass hydration dating in a joint project with Monticello; and complete analysis and report preparation of archaeological testing conducted at Aberdeen plantation in Prince George County; and at Golden Ball Tavern in Petersburg.
- RRPO will conduct thematic survey of soapstone utilization in Floyd, Franklin, Carroll, and Roanoke counties with emphasis on use of soapstone on mortuary sites.
- PRPO will continue into the final phase of a three-year project leading to the completion of all artifact analysis and a final report for archaeological excavations at the Nanzattico site in King George County. During 2002-2003, the analysis of all ceramics will be completed, followed by a summary report describing the excavations and artifacts recovered.

Write and publish archaeological reports and other documents for scholarly and public audiences:

- PRPO, in consultation with regional office archaeologists, will submit for publication minimally three final reports for Threatened Sites projects.